



COCHISE COUNTY COMMUNITY DEVELOPMENT

"Public Programs...Personal Service"

Single Family Residential Multiple Use Plan Review Submission Form

For submission of residential plans for Multiple Use approval in Cochise County
This form must be attached to a Building Permit Application

Applicant Information:

Company Name: _____ Contractor: _____
Mailing Address: _____
City: _____ Zip Code: _____
Phone: (____) _____ Fax: (____) _____
Parcel Number: _____ Email: _____

INITIAL PLAN REVIEW FEES

Location in Structure	S/F Dimensions (Exterior Walls)	S/F Total	Value per S/F	Total S/F Construction Valuation
First Floor	X		\$52.00	
Second Floor	X		\$52.00	
Basement	X		\$15.00	
Other Conditioned Space	X		\$52.00	
Attached Garage	X		\$31.46	
Carports/Porches	X		\$31.46	
Miscellaneous	X			
Total Construction Value:				

Please Check One:

Plans are being submitted for Initial Approval:
(Plan Review Fee to be determined by Plans Examiner) ☐

Plans are already approved for Multiple Use: ☐

Plan Use Record Number: _____ Building fee _____ Plus \$50 _____

Total Building Fee: _____

These residential construction plans are submitted for review and verification under the requirements of the *Cochise County - Multiple Use Plan* program, and are subject to the requirements of that program as outlined in the Building Division Bulletin # 05-005. I have received a copy of the bulletin and I agree to abide by the program as outlined in the bulletin.

Contractor:

Contractor Signature

Contractor License #

Date

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Revised April 11, 2013



COCHISE COUNTY COMMUNITY DEVELOPMENT

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Building Division Bulletin # 05-005

Topic: Residential Plan Review Program for Multiple Use Plans (MUP)

Effective Date: September 12, 2005 - Revised April 11, 2013

Background: Contractors use the same Residential Construction Plans to build a single-household residential dwelling or residential utility/miscellaneous structures at more than one location in the county. This repetitive plan use can take place in a particular subdivision or at any approved property location in the County. This program allows a set of plans to be reviewed one time with applicable fees being assessed and then used repeatedly without being reviewed and charged full plan review fees. A fee of \$50 is assessed for each subsequent use saving hundreds of dollars each time in plan review fees.

Qualifications: Multiple Use Plan approval is limited to new single-household dwellings and detached residential utility/miscellaneous structures for a specific licensed residential contractor applicant.

Submittal Procedure: Submit a Multiple Use Plan application and two (2) complete sets of residential construction plans with the typical code related submittals that comply with the currently adopted Cochise County Building Safety Codes.

1. **Residential construction plans are not required to be prepared by a registered Architect or Engineer. However for this program, the construction plans must be professionally drawn by a party that has the ability to perform a building code analysis for the structure.** The submittal must contain adequate information on engineered products, mechanical equipment, all individual truss sheets, calculations for energy conservation and sizing of all mechanical systems, plumbing systems, and electrical calculations and distribution systems.
2. **Changes in area change the sizing of mechanical systems.** The construction plans should adequately show the sizing of HVAC equipment for every option shown on the construction plans. A manual J and S shall be required for each option to show proper sizing of HVAC equipment.

Plan Review Procedure: The construction plans and submittals will be reviewed by a County Plans Examiner for compliance with the county adopted building codes.

1. **If construction plans are deficient or incomplete,** submittal of additional information and/or revision of the submitted plans will be required.
2. **If construction plans are approved,** the construction plans will be stamped *Approved for Multiple Use* and assigned a *Plan Use Record Number*. One (1) set of approved plans will be returned to applicant when the required plan review fee is paid and one (1) set will be retained as a Community Development Department file copy. The re-use of these approved plans on future projects are conditioned by the requirements of this program and any conditions added during the review process.

Building Code Fees: Building Fees will be determined by the plans examiner during the review.

1. **The initial application will pay only the plan review fee based on the adopted fee schedule.** This fee is 25% of the permit fee for the building based on the type of building and square footage. *If the building has options that include additional areas the fee will be based on the use of all the options.* The required plan review fee will be due when the plans are initially approved.

Application for a Building Permit: When an application is made using a Multiple Use Plan the site plan will indicate the record number of the plan being used.

1. **The foot print of the building will be shown on the site plan and no other construction documents need to be submitted.** The Building Permit fee is applied with an additional \$50 in lieu of a plan review fee and must be paid at time of application.
2. **Outdoor Lighting Code.** If the outdoor lighting code was **not** part of the MUP submittal or if added outdoor lighting fixtures were added to the site plan the applicant shall submit an outdoor lighting plan.
3. **Sierra Vista Sub-Water Shed.** If the project is located in the Sierra Vista Sub-Water Shed area the construction plans must have been reviewed with the water conservation provisions in place or a revision may be submitted at the time of submittal to show how those provisions will be met.
4. **Military Hubbard Encroachment Zone.** If the project is located in the Military Hubbard Encroachment Zone area the construction plans must have been reviewed to be in compliance. If not a revision may be submitted at the time of submittal to show how those provisions will be met.
5. **Septic.** If a septic system is part of the submittal those plans will be reviewed separately and separate fees will be assessed.
6. **Changes to approved construction plans.** Under this program no changes are allowed to the approved plans other than changes to address lighting code, Sierra Vista Sub-Water Shed, or Military Hubbard Encroachment Zone requirements. If plans are approved with options the options may be taken in total or individually as shown on the plans.
7. **New/Updated Building Codes.** Construction Plans for this program must be drawn to the currently adopted Cochise County Building Safety Codes. When new or updated codes are adopted by the county, the record file plans will be required to be updated for the program within ninety (90) days after the effective date of the new codes.
8. **The Multiple Use Plans for this program are assigned to the particular contractor/applicant and cannot be used by parties other than the contractor/applicant of record.**
9. **When the plans are used in the field a copy of the approved plans will be on site with the permit. All options to be used for that specific home will be highlighted to clearly indicate to the contractor and inspector what options are being used on that particular home.**